

Next Meeting: December 1, 2004
10:00 a.m. – Thorburn Center – Ingham ISD (Rooms B and C)

SPECIAL EDUCATION ADVISORY COMMITTEE

Minutes of November 3, 2004 Meeting
10:00 a.m.

Present: Cindy Anderson, Kathleen Clegg, Patt Clement, Pansy Coleman, Julie Dagget-Lawrence (for Patricia Keller), Cheryl Ervin, Darlene Heard-Thomas, Elaine High, Ric Hogerheide, Dara Knill, Paul Kubicek, Jerry Oermann, Bob Opsommer (for Anne Richardson), Sue Rabidoux (for Gloria Anderson), Dodie Raycraft, Debs Roush, Chuck Saur, Steve Schwartz, Jeff Siegel, Larry Simpson, Deb Todd, Randall VanGasse, Colette Ward, Julie Winkelstern
Ex-Officio Members: Mark Larson, Jacquelyn Thompson

Absent: Sheri Falvay, Janice Fialka, Jill Jacobs, Jim Kubaiko, Lee Martin, Rosanne Renauer, Michele Robinson, Julie Shore, Ann Yurcek

OSE/EIS Staff: David Brock, Fran Loose, Patti Oates-Ulrich

Guests: Beverly Baroni-Yeglic, Maggie Kolk, Sandi Laham

The meeting was called to order by Chairperson Patt Clement.

Roll Call

Roll call was taken and a quorum was present.

Introduction of Guests

Guests attending the meeting were introduced.

Amend/Approve Proposed Agenda

The agenda of the November 3, 2004 meeting was considered. Ric Hogerheide moved, seconded by Paul Kubicek, to approve the agenda as written. The motion carried.

Amend/Approve Minutes

The minutes of the October 6, 2004 meeting were considered. Cheryl Ervin moved, seconded by Ric Hogerheide, to approve the minutes as written. The motion carried.

Public Comment

None

Member Issues

Deb Todd announced that the hearing regarding her parent advisory committee's rejection of the Mecosta-Osceola ISD plan is scheduled for November 14 and 15 at 9:00 in the Osceola School District Board Room. All interested parties are encouraged to attend.

David Brock will make a presentation in December on the two issues raised last month by Deb Todd: the lack of a standard for determining when an educational loss has occurred and the appropriateness of a compliance officer being able to investigate him or herself when a complaint is filed against the ISD involving him or her. Questions about those issues that members would like included in David's presentation should be submitted in writing to David.

Dodie Raycraft gave an update on the MDE/MAISA committee on partnerships. They are currently creating a matrix of ISD services and the collaboration/partnerships that exist between ISDs and the Department of Education. The goal is to complete the matrix at their meeting on Friday and send it to the State Board in December.

Chairperson's Report – Patt Clement

A. Bylaws ad-hoc committee

Two people responded to Patt's request by email for volunteers to serve on the bylaws ad-hoc committee. Patt requested two more volunteers. Jerry Oermann and Deb Todd volunteered. The group will meet after the committee of the whole meeting to determine a time for a conference call to work on the revision of the bylaws.

B. Presenters to the committee of the whole

Debs Roush and Patt will draft a document to be given to future presenters outside of the Department offering information on what and who the SEAC is and what specific outcomes are desired from the presentation. A draft version of the document will be shared with the committee of the whole when complete.

State Reports – Jacquelyn Thompson

A. State Board of Education

David Brock announced that three Board items pertinent to the SEAC were presented in October. First, modifications to the Michigan monitoring model was approved by the Superintendent, allowing for a new continuous improvement monitoring system to be piloted in six local school districts. The new monitoring system seeks to improve

outcomes for students in terms of graduation and dropout rates. A proposal for full implementation will be presented to the SEAC in April after the pilot period and will then go out for public comment.

Secondly, the Board rescinded previous policies and positions (1984, 1993) on least restrictive environment in favor of the SEAC LRE document recently adopted.

Finally, a report on history of Camp Tuhsmeheeta, a camp for students with blindness and their families, was given. The Department has not had the resources to operate the camp in recent years. Jacquelyn elaborated that the camp was purchased with gift monies to the Michigan School for the Blind (MSB) in the 1970s. The vision of the then-superintendent of MSB was to support an opportunity for students who were blind to have exposure to environmental education and enhance their ability as blind persons to be independent. The State Board of Education manages a trust fund to honor that vision. When the camp began, the school for the blind was fully staffed and had a high student enrollment. The school would essentially move to the camp over the summer. There is no longer a residential component at the school and the staff is smaller. It has become difficult to maintain operations at the camp. The Department will work collaboratively with a community of consumers and other state agencies to maintain access to the camp. The trust fund will continue to support maintenance of the camp while the consumer groups, parent organizations, and other state agencies will begin to program for the camp.

The 2003-04 SEAC Annual Report was presented as an information item to the Board in September. The Board subsequently requested a discussion of the item. Larry Simpson and Patt Clement will present to the Board on November 9 in Ann Arbor.

B. Department of Education

David projected that a summary of public comment on the revision of the rules, including the magistrate system and changes to the training requirements of special education teachers, will be available in December. David does not think the Department response to the public comment on the rules will be ready in December, but will be prepared for January's meeting.

The Department of Education has been in conversation with the Governor's office in Washington regarding the reauthorization of IDEA. Currently, an attempt to write a compromise of the Senate and House bill is being made. Representative Verne Ehlers of Michigan is serving on the committee that is drafting the compromise. The Department has been advising his office to let him know what the Department would like to see related to the reauthorization. A primary issue of concern is highly qualified special education teachers and how they might be treated differently than outlined in No Child Left Behind. Jacquelyn has worked with the National Association of State Directors of Special Education on a statement for highly qualified that would be more acceptable. Another issue of focus is maintenance of effort, which is a financial issue indicating that state and local government agencies cannot monetarily reduce their support of special education program services year to year, even though they get more federal money now

and are scheduled to get more federal money with the reauthorization. This could create a situation where schools are unable to spend the federal money. Suggestions for relief have been made.

Jacquelyn listed the following referent groups that the Department is working on as well as what direct connections SEAC has to each group. The list was as follows:

High School Reform, led by Jeremy Hughes and Ryan Donlan

- Chuck Saur

IDEA Partnership Grant, federal money awarded by the United States Department of Education, Office of Special Education Programs to the National Association of State Directors of Special Education. Its and the Council of Chief State School Officers goal is to bring together key entities that impact students with disabilities in schools and align personnel development format across those entities

- Cheryl Ervin
- Pat Keller
- Linda Keway (SEAC alternate)
- Rosanne Renauer
- Debs Roush
- Chuck Saur
- Larry Simpson
- Colette Ward

Personnel Development Collaborative

- Cindy Anderson
- Dodie Raycraft

Standards for educational interpreters for the deaf

- Jacquelyn Thompson

Seclusion/Restraint, updating a ten-year old document on behavior supports at the request of the superintendent and will have a draft document in the next 8-10 business days to be shared with the Board and eventually the field

- Jeff Siegel
- Larry Simpson

Transition Outcomes Project

- Cindy Anderson
- Chuck Saur
- Colette Ward

Universal Education Referent Group, taking their work to the Board possibly in January

- Kathy Clegg
- Patt Clement
- Cheryl Ervin
- Jim Kubaiko
- Debs Roush

There is an upcoming stakeholder group on parent support information and education. Jacquelyn requested SEAC members identify people the Department should consider when forming that group. Members may self-identify if they so choose. Suggestions should be forwarded to Amanda via email. Jacquelyn anticipates this will be the last referent group formed before the reauthorization of IDEA becomes the focus.

Kathy Barker presented on the Continuous Improvement and Monitoring System. Two years ago, conversations revolving around what works and what needs to change in the monitoring system began to take place. In talking with people in the field, it was discovered that no dynamic changes took place in the system as a result of monitoring. The system was very static and close-ended. A group of stakeholders was brought together over last year to develop the new system. It was decided that the system should be piloted to provide opportunity to fine tune prior to implementation.

Six points of accountability were examined: Consensual, measurable priorities; effective policies and procedures; data on program processes and results; targeted training and technical assistance; effective, responsive complaint process; and meaningful focused monitoring. The goal is to help LEAs improve their system to get better performance from students with disabilities. CIMS consists of cyclical self-review, verification of self review, and focused monitoring on the year's biggest identified priority. The Department works with the school instead of doing something to the school. The feedback received from the pilot sites is phenomenal. The teachers have given especially positive comments because they are learning so much and seeing how all the pieces fit together. CIMS continues to be modified throughout the pilot year.

Randy VanGasse asked if ISDs are distributing information to the locals. Kathy responded that most ISD directors have done presentations for their special education directors. A memo from Jacquelyn is also going out this week to ISD directors encouraging them to meet with their staff to help them understand the process. Jerry Oermann asked about the projected timeline for implementation. Kathy explained that pilot sites will finish at the end of March. April 15 is targeted date for the procedures to go out for the 60-day public comment period. The summary of the public comment will be presented in June to the SEAC. Final implementation will be for the 2005-06 school year. Ric Hoyerheide asked what is being done to fold in high priority schools in light of the lack of resources. Kathy responded that they purposely chose a level five school as a pilot site. The work with this school is being documented and ideas produced for how these high priority schools can be helped. Cheryl Ervin asked how general education is involved in CIMS. Kathy explained that it is recommended at the pilot sites that a general education teacher be included in the teams. Julie Dagget-Lawrence asked if there is parent involvement. Kathy explained that there is parent involvement at both the self-review level and the verification level. She said that parent presentations on CIMS are also planned for the future.

Information Items

- A. Summary of public comment on changes to school social work approval and the IEP addendum and manual

David Brock distributed copies of public comment related to approval of the school social worker and the IEP addendum. Only one comment came in on the school social worker approval. The Department's recommendation will be to go forward with the original proposal. An analysis of the comment related to the IEP addendum is not completed for today's meeting but will be ready in December.

Action Items

None

Ex-Officio Reports

Institutions of Higher Education – Mark Larson – None

Michigan Department of Community Health – Doug Nurenberg – None

Michigan Department of Labor and Economic Growth/Rehabilitation Services – None

Family Independence Agency – Lee Martin – None

Committee Reports

- A. General Supervision – Ric Hogerheide

The subcommittee is working on parent advisory council issues, but needs a more balanced perspective. He invited people to join the general supervision subcommittee, explaining that an administrator perspective is needed.

- B. School Age – Steve Schwartz

Development of the Quick Notes form was the focus of last month's meeting. The form was piloted at today's meeting, projected and modified throughout the meeting. The goal is to have the single sheet form completed by the end of each meeting to forward to the State Board of Education. Steve invited comments from the committee of the whole on both the content and format of the Quick Notes. Discussion followed.

The subcommittee is also researching affiliations that SEAC members have with other groups and organizations. A survey will be developed and distributed in the near future.

C. Secondary Transition – Elaine High

The Secondary Transition Subcommittee work includes identification of effective transition services. This requires acknowledging the barriers to those services, as well as identifying the resources and strategies to overcome those barriers. One of the resources is the Transition Outcomes Project. Coordination of efforts are desired to avoid duplication of effort.

Member Announcements

Julie Dagget-Lawrence mentioned that CAUSE is in a partnership with IBM to pilot some software with features that makes the web easier to access. The software is free and comes with a questionnaire. Interested parties may take it, use it, and pass it along to others to try. Colette Ward pointed out that as it is a demo. There are some things that don't work quite right, so she encouraged frankness on the questionnaire. The software will be available at the materials table.

Pansy Coleman brought and distributed the Detroit PAC small IEP handbook for parents that she promised at last meeting.

Future Agenda Consideration

Bob Opsommer asked if the seclusion/restraint document will be discussed in the future. Jacquelyn said the draft document will be ready for the State Board of Education in December and for field review in January. Public comment will go back to the referent group in February.

Patt reported that she expected that the meeting to run long due to Kathy's presentation so Dr. Fisk's presentation was postponed.

Ric Hogerheide moved, seconded by Paul Kubicek, to adjourn. The motion carried. The meeting was adjourned to subcommittee meetings.

Amanda Whitehead
Recording Secretary

SPECIAL EDUCATION ADVISORY COMMITTEE

Executive Committee
Minutes of November 3, 2004 Meeting
8:45 a.m.

Present: David Brock, Patt Clement, Elaine High, Ric Hogerheide, Sandi Laham, Fran Loose, Patti Oates-Ulrich, Debs Roush, Steve Schwartz, Larry Simpson, Jacquelyn Thompson, Collette Ward

Absent:

Review of Today's Agenda

Kathy Barker will present on the Continuous Improvement and Monitoring System (CIMS) for 40 minutes during today's committee of the whole meeting. Patt Clement decided to postpone Dr. Fisk's scheduled presentation to allow Kathy the time she needs.

Dodie Raycraft will give an update on the MDE/MAISA committee on partnerships during Member Issues.

State Department Report

David Brock reported that in October, three items pertinent to the SEAC went to the Board: the superintendent's report on CIMS, the rescission of the old Least Restrictive Environment document, and a report on the history of Camp T.

The Board received the SEAC's 2003-04 annual report in September. They requested a presentation from SEAC members on the report at their November meeting in Ann Arbor. Larry Simpson and Patt will do the presentation.

A summary of the public comment on the school social worker approval and the addendum to the IEP will be distributed at today's SEAC meeting. The Department's response to the public comment will be available in December. Following the pilot, CIMS will be ready for public comment in April and May. A summary of the public comment is expected to go before the SEAC in June. A summary of the public comment on the proposed rule changes will be ready for the SEAC next month.

Subcommittee Reports

Steve Schwartz reported that the school age subcommittee developed the Quick Notes sheet in their October meeting. The sheet will be piloted in today's committee of the whole meeting, projected on a screen for editing during the meeting. Fran Loose provided two examples of how the sheet has been used in other groups since its development. In today's

meeting, the subcommittee will begin work on a list of outside organization affiliations of SEAC members.

Ric Hogerheide reported that the general supervision subcommittee needs some administrator voices to round out their work on PAC issues.

Elaine High reported that the secondary transition subcommittee is working to identify effective transition services. Documentation, finding access, outcomes, and best practices will be discussed today.

Future Agenda Development

The executive committee decided that a procedure needs to be in place for communicating desired outcomes to presenters from outside the Department of Education invited to address the SEAC. Sandi Laham suggested including a description of who and what the SEAC is. Debs Roush and Patt will work together to draft a form to share with the executive committee and eventually the committee of the whole.

Other Issues

The conference call debrief is scheduled for Thursday at 9:15. Steve and Ric mentioned that their schedules may prevent them from participating in the conference calls. The executive committee decided to keep the conference call scheduled for 9:15 on the day after the SEAC meeting. Everyone who is able to call in should and those who are unable should utilize the Quick Notes and contact Patt if more information is needed. The executive committee will revisit the concept of the debrief conference call in February.

Deb Todd raised two issues at the October meeting that Patt said the executive committee would discuss. The first was the lack of a standard for determining when an educational loss has occurred. David explained that a process is in place that is used when a complaint is filed but that a standard does not exist because it is an issue that needs to be examined on an individual basis, like the IEP. The second issue was the appropriateness of a compliance officer being able to investigate him or herself when a complaint is filed against the ISD involving him or her. David explained that the ISD conducts the initial investigation of a complaint and the ISD investigator is not to have a supervisory role over the program. The appeal option is always available. The Department is working toward being able to determine how often the Department decides differently than the ISD when an appeal occurs. David will prepare a presentation on both these issues for the committee of the whole in December. Ric suggested inviting SEAC members to give to David in writing any questions they'd like covered in his presentation.

Patt announced that the bylaws ad-hoc committee needs two more members to meet at noon today and decide how to get the bylaws updated to present to the committee of the whole in January. She will make the announcement during her chairperson's report.

Ric announced he is running a National Education Association (NEA) director's position.